

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

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JUNE 22, 2004

**FROM:** MARK UFFER, Interim County Administrative Officer  
County Administrative Office

**SUBJECT:** AMENDMENTS TO EMPLOYMENT CONTRACTS AND NEW EMPLOYMENT  
CONTRACTS WITH THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY  
(SBIAA)

**RECOMMENDATION:**

1. Approve amendments to employment contracts with the following SBIAA employees:

00-576 A-5	Monette Mendoza	Accounting Specialist
00-787 A-5	Robert Scanu	Lead Facilities Maintenance Employee
01-235 A-5	Ronney Caldwell	Grounds Maintenance Employee II
03-259 A-2	Robert Daly	Airport Operations Specialist
03-470 A-1	Mark Gibbs	Operations Officer
03-751 A-1	Karen Bravo	Clerk II
03-836 A-1	Amelia Alanis	Secretary II
03-1151 A-1	Robert Spry	General Maintenance Mechanic

2. Approve new employment contracts with the following SBIAA employees:

Penny B.L. Chua	Chief of Staff/Marketing Director
Cecil E. Ray	Airport Operations Manager
Kelly K. Berry	Clerk of the Board

**BACKGROUND INFORMATION:** The Joint Exercise of Powers Agreement, dated May 20, 1992, created the SBIAA. In order for the Authority to be operational, and based upon the relatively small number of employees, it was agreed to employ SBIAA employees as third party contractors to the County of San Bernardino. As such, the employees receive those County benefits that apply to that employee and are paid through the County Payroll System. The Authority reimburses the Auditor/Controller for all costs associated with the Authority employees' payroll.

Recommendation 1 amends the individual contracts of SBIAA employees' certain salary adjustments. If approved, these amendments will become effective June 26, 2004. All other terms and conditions of these employment contracts remain the same.

Recommendation 2 approves contracts with Penny B.L. Chua to serve as Chief of Staff/Marketing Director, Cecil E. Ray to serve as Airport Operations Manager, and Kelly K. Berry to serve as Clerk of the Board for the SBIAA effective June 26, 2004.

**REVIEW BY OTHERS:** The SBIAA Commission approved this item on June 9, 2004. This item has been reviewed by County Counsel (W. Andrew Hartzell, Deputy County Counsel 387-5470) on June 3, 2004 and the County Administrative Office (Kathy Kubesh, Administrative Analyst 387-4636) on June 14, 2004.

**FINANCIAL IMPACT:** These contract amendments will increase the annual salary costs by \$36,287. The annual salary cost for the three new employment contracts is \$209,306. The SBIAA will reimburse the county for all costs associated with this item. There will be no cost to the county.

**SUPERVISORIAL DISTRICT(S):** 5<sup>th</sup>

**PRESENTER:** Mark Uffer, Interim County Administrative Officer, 387-5418

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Record of Action of the Board of Supervisors

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